2017 Internet Safety Policy
Turkey-Quitaque ISD Independent School District

Purpose

This administrative policy is written to update compliance with the Children's Internet Protection Act or CIPA *47 U.S.C. 254(I)*. The policy will address, at a minimum, the following:

a) Access by minors to inappropriate matter on the Internet and the World Wide Web;
b) Measures taken to monitor the online activities of minors;
c) The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communication;
d) Unauthorized access, including "hacking", and other unlawful activities by minors online;
e) Unauthorized disclosure, use, and dissemination of personal identification information regarding minors; and
f) Measures designed to restrict minor's access to materials harmful to minors.

Additionally, the policy shall provide for the education of minors about inappropriate online behavior, including interacting with other individuals on social networking Web sites and in chat rooms and cyberbullying awareness and response. *47 U.S.C. 254(h)(5)(B)(iii)*

Children's Internet Protection Act

Under the Children's Internet Protection Act (CIPA), the District must, as a prerequisite to receiving universal service discount rates, implement certain Internet safety measures and submit certification to the Federal Communications Commission (FCC). *47 U.S.C. 254*

Definitions

"**Harmful to minors**" means any picture, image, graphic image file, or other visual depiction that:
1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
47 U.S.C. 254(h)(7)(G); 20 U.S.C. 6777(e)(6)

"**Technology protection measure**" means a specific technology that blocks or filters Internet access. *47 U.S.C. 254(h)(7)(I)*
CQ(LEGAL)

"Cyberbullying" is defined in legal glossaries as:

> a) *actions that use information and communication technologies to support **deliberate, repeated, and hostile** behavior by an individual or group, that is intended to harm another or others;*
> b) *use of communication technologies for **the intention of harming** another person;*
> c) *use of internet service and mobile technologies such as web pages and discussion groups as well as instant messaging or SMS text messaging with **the intention of harming another person**.*

Examples of what constitutes cyberbullying include **communications that seek to intimidate, control, manipulate, put down, falsely discredit, or humiliate the recipient.** The actions are **deliberate, repeated, and hostile behavior** intended to harm another. Cyberbullying has been defined by "The National Crime Prevention Council": **"when the Internet, cell phones or other devices are used to send or post text or images intended to hurt or embarrass another person."**

A cyberbully may be a person whom the target knows or an online stranger. A cyberbully may be anonymous and may solicit involvement of other people online who do not even know the target. (***Source: Wikipedia***)

Availability
Access to the District's technology resources, including the Internet, shall be made available to students and employees primarily for instructional and administrative purposes and in accordance with administrative regulations. *CQ(LOCAL)*

Limited Personal Use
Limited personal use of the District's technology resources shall be permitted if the use:
1. Imposes no tangible cost on the District;
2. Does not unduly burden the District's technology resources; and
3. Has no adverse effect on an employee's job performance or on a student's academic performance.
CQ(LOCAL)

Public Access
Access to the District's technology resources, including the Internet, shall be made available to members of the public, in accordance with administrative regulations. Such use shall be permitted so long as the use:
1. Imposes no tangible cost on the District; and
2. Does not unduly burden the District's technology resources.
CQ(LOCAL)

Determination of "Appropriateness for Minors"

A determination regarding what matter is inappropriate for minors may be made by the Board, Superintendent, or Principal in accordance with this policy and *47 U.S.C. (l)(2)*.

Technology Protection Measure

The district shall operate, solely or in cooperation with an Internet Service Provider, an internet content filtering device that protects minors against access to visual depictions that are obscene, child pornography, or harmful to minors; and protects adults against access to visual depictions that are obscene or child pornography in compliance with *47 U.S.C. 254(h)(5)(B),(C)*. The Internet filtering device described above shall be deployed on any district computer with Internet access as well as the District's network systems.

The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose when in use by an adult. *CQ(LOCAL)*

Acceptable Use Policy

Every Turkey-Quitaque ISD telecommunication user has the responsibility to respect and protect the rights of every user in our community and on the Internet. Turkey-Quitaque ISD students, faculty, and community members utilizing Turkey-Quitaque ISD technology resources are expected to act in a responsible, ethical, and legal manner in accordance with the mission and purpose of the networks they use on the Internet and all applicable laws of the United States and the State of Texas.

Using the network or electronic information resources access is a privilege not a right, and the privilege may be revoked at any time for any reason or no reason.

District Monitoring of Technology Use

All users should be aware that the use of electronic information resources that are accessed through Turkey-Quitaque ISD property or procedures is subject to active monitoring and there should be **NO expectation of privacy** associated with the use of any District technological resources; including, but not limited too, E-Mail communications, Chat room dialogue, Internet searches and postings, District Blogs, and any other forms of direct electronic communications.

Every user of District technology resources will be required to acknowledge acceptance of the District's Acceptable Use Policy for Technology by signing a certification of receipt and understanding of the District's technology policies and procedures. Students will also require parental permission, documented in the form of a parental signature, to access District technological resources.

Turkey-Quitaque ISD wants all users to be aware of unacceptable conduct and what constitutes responsible use of the District's electronic information resources.

Unacceptable Conduct

- *Using the resources for any illegal purpose.*
- *Accessing the resources to knowingly alter, damage, or delete District property or information, or to breach any other electronic equipment, network, or electronic communications system in violation of the law or District policy.*
- *Damaging electronic communication systems or electronic equipment, including knowingly or intentionally introducing a virus to a device or network, or not taking proper security steps to prevent a device or network from becoming vulnerable.*
- *Disabling or attempting to disable any Internet filtering device.*
- *Encrypting communications to avoid security review.*
- *Using someone's account without permission.*
- *Pretending to be someone else when posting, transmitting, or receiving messages.*
- *Attempting to read, delete, copy, modify, or interfere with another user's posting, transmittal, or receipt of electronic media.*
- *Using resources to engage in conduct that harasses or bullies others.*
- *Sending, posting, or possessing materials that are abusive, obscene, pornographic, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyberbullying and "sexting."*
- *Using e-mail or Web sites to engage in or encourage illegal behavior or to threaten school safety.*
- *Using inappropriate language such as swear words, vulgarity, ethnic or racial slurs, and any other inflammatory language.*
- *Posting personal information about yourself or others, such as addresses and phone numbers.*
- *Responding to requests for personally identifying information or contact from unknown individuals.*
- *Making appointments to meet in person people met online. If a request for such a meeting is received, it should be reported to a teacher or administrator immediately.*
- *Posting or transmitting pictures of other students without obtaining prior permission from all individuals depicted or from parents of depicted students who are under the age of 18.*
- *Violating others' intellectual property rights, including downloading or using copyrighted information without permission from the copyright holder.*
- *Wasting school resources through the improper use of the District's technology resources, including sending spam.*
- *Gaining unauthorized access to restricted information or resources.*
- *Sending messages that would likely result in the loss of recipients' work or systems.*
- *Sending "chain letters" or "broadcast" messages to lists or individuals, and any other types of use which would cause congestion of the networks or otherwise interfere with the work of others.*
- *Participating in or accessing any 'chat room' without specific permission from the class instructor, technology director, or a District administrator. 'Chat rooms' are considered "off-limits" for ALL Turkey-Quitaque ISD users; with the specific exception of intranet blog pages, with teacher moderation, designed around an educational theme.*

Appropriate Use

- *You will be assigned an individual account for hardware and Internet access, and you are responsible for not sharing the password for that account with others.*
- *The account is to be used mainly for educational purposes, but some limited personal use is permitted.*
- *Remember that people who receive e-mail from you with a school address might think your message represents the school's point of view.*
- *You will be held responsible at all times for the proper use of your account, and the District may suspend or revoke your access if you violate the rules.*
- *Respect the legal protection provided by copyright and licenses to programs and data.*
- *Respect the rights of others by complying with all Turkey-Quitaque ISD policies regarding sexual, racial, and other forms of harassment, and by preserving the privacy of personal data to which you have access.*
- *Respect the rights of others by complying with all Turkey-Quitaque ISD policies regarding intellectual property.*
- *Respect the privacy of others by not tampering with their files, tapes, passwords, or accounts, or representing others when messaging or conferencing.*
- *Use only computer ID's or accounts and communication facilities that you are duly authorized to use, and use them for the purposes for which they were intended.*
- *Respect the integrity of computer systems and data; for example, by not intentionally developing programs or making use of existing programs that harass other users, or infiltrate a computer or network system, or gain unauthorized access to other facilities, files, or programs utilizing Turkey-Quitaque ISD technology resources.*
- *Use computing and communications facilities in a manner that is consistent with the ethical principles set forth by the school and within accepted community standards.*
- *Respect and adhere to any local, state, or federal policy or law that may govern use of these computing and communication facilities in Texas and the United States.*

Student Education

Through District technology classes in grades 8-12, student assemblies (K-12), and within individual classrooms (K-12), District students will be educated to the following:

a) Acceptable and Unacceptable Use of District Technology Resources(K-12);
b) The safe and effective use of District E-Mail Accounts (6-12);
c) Proper on-line behavior, including interacting with others on social networking Web sites, and in chat rooms (K-12); and
d) The identification, prevention, and response to Cyberbullying.

Reporting Violations

- District technology users must immediately report any known violation of the District's applicable policies, Internet Safety Plan, Acceptable Use Guidelines, or potential Cyberbullying incidents to a supervising teacher, the technology coordinator, or a District administrator.

- District technology users must report any requests for personally identifying information or contact from unknown individuals, as well as, any content or communication that is abusive, obscene, pornographic, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal to a supervising teacher, the technology coordinator, or a District administrator

Consequences for Inappropriate Use

- Suspension of access to the District's technology resources;
- Revocation of the account; or
- Other disciplinary or legal action, in accordance with the Student Code of Conduct and applicable laws.

Consequences for Cyberbullying

- Complaints of Cyberbullying will be investigated under this Internet Safety Policy, applicable sections of the Student Code of Conduct, as well as, applicable Board Policies including, but not limited to, *FFH(LOCAL) STUDENT WELFARE - FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION*, and *FFI(LOCAL) STUDENT WELFARE - FREEDOM FROM BULLYING.*
- Consequences for Cyberbullying behavior will be based on the Student Code of conduct and applicable sections of this Internet Safety Policy, and Local Board Policies.

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